

**St. Cecilia's Parish Council  
Meeting Minutes  
November 10, 2011**

**Attending:** Don Tienter, Jorge Ulate, Joe Hamel, Lee LaRock, Karen Linn, Dick McCarthy, Father Mike, Sue Peterson, Gayle Geber, Kaye Stennes, Will Berigan, Maureen Riedl, Joe Bower.

- The meeting was called to order by Karen.
- Sue led the reflection
- Reviewed and approved the agenda and October minutes
- Reviewed the minute schedule
- Pastor report:
  - Father will be offering signing for the next 4 weeks at 10 am mass.
  - AA group is meeting Thursday nights at St. Cecilia's. No staff presence is required at this time.

**Finance Update:**

- Annual Parish financial report to the Archdiocese has been submitted.
- Julie Kunkel is evaluating the Parish Financial data and has reviewed the policies and procedures. She is comfortable with the way they are written.
- Goal of the Finance Committee is to reduce the time spent reading financial data and spend more time making financial decisions.
- Bill Marsella, from the Catholic Community Foundation (CCF) will come to talk to the Finance Committee in January. CCF is helping parishes think about endowments.
- Will B. will be the contact with the bank for parish matters.
- Catholic Schools Parent Association: To increase transparency, it was agreed that information related to the flow of funds would be provided to Linda and she will be the keeper of the information.
- Water damage in the church was discussed
- The Statement of Financial Position was reviewed. Need to work on some account mapping that is creating some errors in the report.
- The committee is working on cleaning the report vs. budget, and looking at adding Revenue to the budget.
- Father expressed his gratitude to Julie, Karen, Will and the rest of the team that worked on evaluating the data.
- The goal is to rely more on the process and less on human intervention to generate the financial statements.
- The Catechesis of the Good Shepherd (CGS) suggested evaluating the potential of buying the house in the corner that is for sale, to increase space for the program. The Finance Committee decided that the current debt does not allow for such purchase, but welcomes the dialogue on how to address the space

issue. The Good Shepherd team will come to meet with the Finance Committee in January.

**Physical Plant/Water Issue:**

- Joe B. summarized the report from Dan Harlander, which focuses on 5 areas: Downspouts, Kitchen, Mechanical Room exhaust and intake, Alley and Pie Room.
- It was discussed to form a Building and Grounds committee or club. This group can maintain the list of projects.
- A motion was made to have Will send a note to the Finance Committee suggesting that we spend the \$900 for the downspout upgrade (after receiving the formal quote), so that the members can determine where from the budget the money should come from.
- A motion was made that we discuss forming a committee or club at our next meeting and that we invite to that meeting the group that created the projects list, including Dan Harlander, Anne Commers and Rosie.

**Voting Parishioner:**

- Maureen explained that according to cannon law, the only parishioners who can vote on parish issues are those who live within parish boundaries.

**Parish Committee Updates:**

***Community Life:***

Good attendance of new parishioners at the Oct 30 potluck  
Committee is preparing for Advent evening prayer and for December activities, including the ornament exchange.

***Parish Dinner:***

Planning ongoing.  
Lunch Lady law was discussed. Need at least one person that has been trained at any function that involves serving meals, except for potlucks. Julie Michels is following up.

***Centennial:***

Gayle is leading with Sheila Boos the history book, Mary Lou Sweet is leading the posters.  
Need more volunteers.  
Looking for a volunteer to review the financial history of the parish.  
Need photos of the church over time. Looking for a volunteer to look at building information.  
It was suggested to record parishioners telling stories about St. Cecilia.

***Liturgy Committee:***

Discussion about the Roman Missal language  
Discussed liturgical minister accountabilities  
Will follow up on who is responsible for assignment of lectors

***Faith Formation:***

Proposed to expand the Catechesis of the Good Shepherd to Saturday Mass. Parents have volunteered to help. Need to have two parents in each room. Gayle will follow up on this.

The Council talked about the need to discuss the long term plans and consider budgetary implications to support a coordinator role for this program.

A motion was made to expand the program to the 5:00 pm mass, as long as there are two qualified adults present at all times with the kids.

***Social Justice Committee:***

Ellen initiated contact with Keystone regarding the food shelf. Food donations have declined. They like the flexibility of cash donations. Christine Pulver from Keystone has agreed to meet with people from St. Cecilia's after the holidays to discuss the referral issues that have been brought up. These include denial of service to some of the people we have sent there..

Two people have been identified to lead the food drive.

***Shared Ministry:***

The appreciation dinner was very well received

A question came up about what do we do with all the people that sign up.

- Committees are encouraged to post agendas and minutes on the website
- Will be doing a new pictorial directory. Father will send a voice mail message to encourage participation.

Next meeting on January 12, 2012.

Submitted by Jorge Ulate